March 27, 2009

Dear Select County and District Superintendents and Charter School Administrators:

PARTICIPATION IN THE CALIFORNIA LONGITUDINAL PUPIL ACHIEVEMENT DATA SYSTEM USER ACCEPTANCE TESTING

The California Department of Education (CDE) received acceptance from your staff to volunteer as a participant in the California Longitudinal Pupil Achievement Data System (CALPADS) User Acceptance Testing (UAT) Part 1. This letter is to confirm your participation and to congratulate your local educational agency (LEA) for being selected as a participant in the CALPADS UAT. The UAT is a process whereby the future users will test the new system to validate that "it works." As a primary user of CALPADS, your participation in the UAT is critical to validate system functionality and processes, validate access to appropriate LEA data based on roles, and evaluate ease of system use. By participating in the CALPADS UAT, your staff will have an opportunity to provide input into the system as well as gain valuable experience using CALPADS prior to its statewide rollout this fall.

From a list of over 200 volunteer LEAs, the CDE selected just over 80 representing a cross section of different student population size, geographic location, and Student Information System (SIS) implementations. The CALPADS UAT will be conducted in two parts. Your participation and this notification focus on CALPADS UAT Part 1 only. The UAT Part 2 timeline and participants will be determined at a later date.

This letter provides you a brief overview of the UAT Part 1 activities. A much more detailed letter has been sent to your staff. The UAT preparatory activities will begin the week of April 6, 2009, with actual testing of the system beginning on April 27, 2009. The testing period will run for approximately eight weeks, with different processes being tested in different weeks. Participants will participate in a kick-off conference call, training sessions, and weekly check point conference calls, and will be asked to execute system tests requiring between 10-15 hours a week. LEAs will have the option to participate in web-ex, video conference, or hands-on training. Participation in the web-ex training will not require travel. There will only be two hands-on training sessions geared towards those who require such training.

We want to thank you for volunteering to participate in this very important stage in the CALPADS implementation project. This project effort is critical and key to the CDE's goal to improve academic performance of all California students as well as to meet state and federal reporting requirements. We greatly appreciate your support and

participation in this project effort. If, for any reason, you cannot participate in the UAT process, or if you have any questions, please contact Keric Ashley, Director, Data Management Division, at 916-323-5007 or by e-mail at kashley@cde.ca.gov.

Sincerely,

/S/

Deb V.H. Sigman, Deputy Superintendent
Assessment and Accountability Branch

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